

COMMUNITY INVESTMENT VOLUNTEER PANELIST POSITION DESCRIPTION & APPLICATION

Purpose: Head of the Lakes United Way's (HLUW) Community Investment Process requires volunteer panelists to review and evaluate partner agency requests for United Way funding in the following impact areas: Health, Education and Financial Stability. Panelists review applications and hear program presentations. Each panel is intended to be comprised of a broad representation of the community.

Title: Volunteer Panelist

Objective: The Volunteer Panelist will review applications for funding and hear presentations from non-profit agencies. The volunteer panel member will work with other members of the panel to come to a conclusion about what percentage of the request will be granted to the applicant.

Responsibilities:

- Keep HLUW's goal of providing financial support to health and human service programs that effectively address our community's most pressing needs in mind during the entire process of application review
- Attend all panel meetings and agency presentations, read the applications for funding, declare any conflicts of interest, and complete an objective rating form
- Participate in group discussions and bring forth unbiased concerns or opinions about the programs requesting funding
- Keep all panel deliberations confidential

Qualifications: Resident of HLUW'S service areas (Ashland-Bayfield, Greater Duluth, Northshore - Lake & Cook Counties and Superior-Douglas County area); basic knowledge of the service area communities; the desire to work towards positive change and improved outcomes for all people in our communities.

Time Commitment: 20-25 hours during the months of January and February 2023.

Location: 1 hour orientation meeting will take place in-person if possible and all other meetings will take place online via Zoom.

Benefits:

- See firsthand how nonprofit agencies in HLUW service areas improve people's lives with the help of United Way funding
- Come away with a stronger connection to the communities in the HLUW service area
- Make networking connections with many people, including other panelists, United Way staff, applicant directors and staff
- Stipends are available if needed to enable participation; no explanation is needed

APPLICATIONS DUE: OCTOBER 28

FOR QUESTIONS PLEASE CONTACT:

Liz Pawlik | Community Impact Director
218-726-4889 | epawlik@hlunitedway.org



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HLUW IMPACT AND FUNDING AREAS

There will be three community investment panels that review applications under the impact areas of Health, Education and Financial Stability. We are seeking panelists who have experience or interest in these impact areas. Below are examples of programs that may apply under each area.

Health: By making it easier for individuals to access substance abuse programs, receive quality health care and access nutritious foods, we're striving to help everyone get—and stay—healthy.

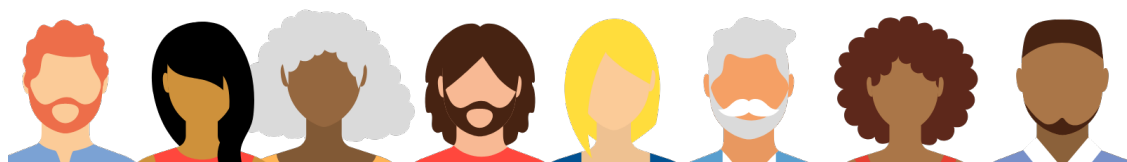
- Access to affordable healthcare, dental, mental health services, and medication
- Health, mental health, and wellness programs and services
- Substance abuse programs
- Resources for those with disabilities and chronic health issues
- Food assistance and nutrition education
- Services to help elders live independently
- Services for victims of violence

Education: We're striving to shift the odds so tomorrow's leaders can build a better foundation today. With an approach to education that spans from cradle to career, we're ensuring every child gets a strong start in life, teenagers have the tools to learn and grow, and young adults thrive in the job market.

- Development and enrichment programs
- Interventions for at-risk youth
- Youth-specific health, mental health, and wellness programs and services
- Services to strengthen families
- School readiness and early childhood education
- Anti-bullying programs

Financial Stability: We're striving to put every person, in every community, on a path toward financial empowerment. That starts with access to housing, job training, credit counseling and money management programs.

- Emergency Financial Assistance
- Financial education and counseling
- Vocational and Jobs programs
- Housing programs
- Shelter and support

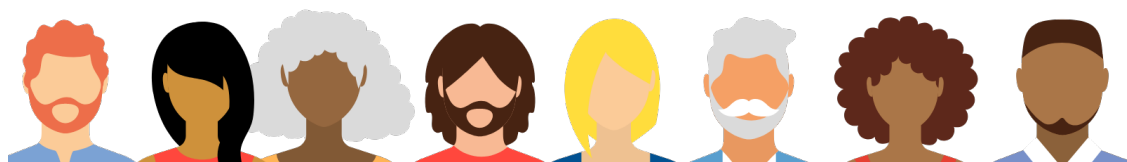


2023 Community Investment Timeline & Schedule

HEALTH PANEL			
DATE	MEETING TYPE	LOCATION	TIME
Tues, Jan 17	Orientation	Ordean Building	1:00-2:00 pm
Jan 18-Jan 30	Review applications on own	N/A	N/A
Tues, Jan 31	Program Presentations	Zoom	1:00-4:00 pm
Tues, Feb 7	Program Presentations	Zoom	1:00-4:00 pm
Tues, Feb 14	Program Presentations	Zoom	1:00-4:00 pm
Tues, Feb 21	Ranking Meeting	Zoom	1:00-3:00 pm
Tues, Feb 28	2 nd Ranking Meeting if needed	Zoom	1:00-3:00 pm
EDUCATION PANEL			
DATE	MEETING TYPE	LOCATION	TIME
Wed, Jan 18	Orientation	Ordean Building	1:00-2:00 pm
Jan 19- Jan 31	Review applications on own	N/A	N/A
Wed, Feb 1	Program Presentations	Zoom	1:00-4:00 pm
Wed, Feb 8	Program Presentations	Zoom	1:00-4:00 pm
Wed, Feb 15	Program Presentations	Zoom	1:00-4:00 pm
Wed, Feb 22	Ranking Meeting	Zoom	1:00-3:00 pm
Wed, March 1	2 nd Ranking Meeting if needed	Zoom	1:00-3:00 pm
FINANCIAL STABILITY PANEL			
DATE	MEETING TYPE	LOCATION	TIME
Thurs, Jan 19	Orientation	Ordean Building	1:00-2:00 pm
Jan 20- Feb 1	Review applications on own	N/A	N/A
Thurs, Feb 2	Program Presentations	Zoom	1:00-4:00 pm
Thurs, Feb 9	Program Presentations	Zoom	1:00-4:00 pm
Thurs, Feb 16	Program Presentations	Zoom	1:00-4:00 pm
Thurs, Feb 23	Ranking Meeting	Zoom	1:00-3:00 pm
Thurs, March 2	2 nd Ranking Meeting if needed	Zoom	1:00-3:00 pm

Please note: Panelists will receive a binder of applications to review on their own at the orientation meeting. If someone is unable to attend in person, we can make other arrangements. All other meetings will be held online via Zoom.

Ordean Building Address: 424 W Superior Street, Duluth, MN 55802



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Date of Application:

Name:

- I would like to volunteer as a representative for my geographical area (where I live or work) and I am available to attend the scheduled meetings. Recordings of the meetings will be available in the case that a panelist is unable to attend a meeting:

Health Panel

- Greater Duluth Representative
 North Shore Representative
 Superior/Douglas Country Representative
 Ashland/Bayfield Representative

Education Panel

- Greater Duluth Representative
 North Shore Representative
 Superior/Douglas Country Representative
 Ashland/Bayfield Representative

Financial Stability Panel

- Greater Duluth Representative
 North Shore Representative
 Superior/Douglas Country Representative
 Ashland/Bayfield Representative

Please note you can check all that apply and we will place you where there is most need.



CONTACT INFORMATION

Name:	
Address Line 1:	
Address Line 2:	
City, State, Zip:	
Phone Number:	
E-mail:	
Occupation:	
Employer:	

Please write a little bit about yourself and why you are interested in being part of Head of the Lakes United Way's Community Investment Process:



CONFLICT OF INTEREST DECLARATION

Volunteer review panelists enter into a special relationship with HLUW and its potential partner agencies. This requires protection against possible conflicts of interest or the appearance of conflicts of interest. Please disclose any HLUW Partner Agency affiliations, currently and in the past two years. Review the listing of Partner Agencies below. Conflicts do not necessarily exclude you from participation, however they must be disclosed. If you have a connection to an agency applying for funding, you may sit on a panel that agency does not fall under.

HLUW PARTNER AGENCIES	
ASHLAND-BAYFIELD AGENCIES	NORTHSHORE AGENCIES
New Day Shelter The Brick Ministries, Inc. Other	Care Partners of Cook County Community Partners Program Just Kids Dental Northshore Area Partners North Shore Collaborative North Shore Horizons Two Harbors Area Food Shelf Other
GREATER DULUTH AGENCIES	SUPERIOR-DOUGLAS COUNTY AGENCIES
American Indian Community Housing Organization American Red Cross Arc Northland Boys & Girls Clubs of the Northland Center City Housing Children's Dental Services Churches United in Ministry (CHUM) Community Action Duluth Courage Kenny Rehabilitation Institute-Northland Damiano of Duluth Duluth Area Family YMCA Duluth Community School Collaborative Girl Scouts of MN & WI-Lakes & Pines Goodwill Industries Vocational Enterprises Human Development Center Just Kids Dental Lake Superior Community Health Center Legal Aid Service of Northeast Minnesota Life House Lutheran Social Services Men As Peacemakers Mentor North Positive Energy Outdoors Safe Haven Shelter and Resource Center Salvation Army Second Harvest Northern Lakes Food Bank SOAR Career Solutions Valley Youth Center Volunteer Attorney Program YWCA of Duluth Other	American Red Cross Boys & Girls Clubs of the Northland Catholic Community Services, Inc. Center Against Sexual & Domestic Abuse (CASDA) Challenge Center Douglas County 4-H Harbor House Crisis Shelter Health Care Clinic Just Kids Dental Lake Superior Community Health Center Lutheran Social Services Mentor North School District of Superior/After School Program Superior Douglas County Family YMCA Superior Vocations Center, Inc. Other



CONFLICT OF INTEREST DECLARATION - CONTINUED

Please answer the following questions.

1. Do you or a family member serve as a consumer of services, director, staff member, trustee, active volunteer; or are a significant financial contributor to any United Way Partner Agency listed in the table above? If so, please list the agency or agencies and your relationship here. (An active volunteer is a person who volunteers more than 5 hours per month for the agency. A significant financial contributor is a person who contributes more than one-tenth of one percent of the organization's current or last three year's budget)

2. Do you provide/offer goods or services to Head of the Lakes United Way? If yes, please explain.

3. Do you serve on the Head of the Lakes United Way Board or any committees, or are you a Head of the Lakes United Way staff member? If yes, please explain.

4. Do you have any other affiliations that may affect your objectivity in this review process? If so, please list them here.

I certify that I have declared to the best of my knowledge any conflicts of interest with Head of the Lakes United Way or its Partner Agencies.

Name (please type or print):

